

**MEETING OF THE ONEIDA COUNTY PUBLIC WORKS/SOLID WASTE  
COMMITTEE**

**SEPTEMBER 14, 2017**

**Members Present:** Robb Jensen, Mike Timmons, Scott Holewinski, Ted Cushing and Sonny Paszak.

**Also In Attendance:** Bruce Stefonek/Commissioner, Lisa Jolin/Solid Waste, Dan Gleason/Highway, Jeri Cooper/Highway, Jack Flint/ITS, and Scott Tromp/Public.

The following matters were taken up to wit:

Chairperson Jensen called the meeting to order at 8:00 a.m. noting the meeting was properly posted and the media notified.

1. Motion: Cushing/Paszak to approve the second amended agenda. All ayes; motion carried.
2. Motion: Paszak/Timmons to approve the minutes of the August 29, 2017, Public Works/Solid Waste committee meeting. All ayes; motion carried.

**Solid Waste Department**

3. General Business:
  - A. Motion: Holewinski/Cushing to approve the Solid Waste vendor vouchers as presented. All ayes; motion carried.
4. Jolin reported:
  - All equipment is up and running.
  - The point and pay is working well citing over \$10,000 in charges for August.
  - Unused phone lines from Verizon and Frontier have been eliminated saving approximately \$56 and \$128 per month respectively.
  - The pond pumping is continuing and the pond is down to the sandbar, however, they are redoing the agitation of the pond and it is slow going.
5. Stefonek reported based upon age and availability of parts it is his recommendation to sell the 1996 Ford 350 truck. The committee discussed the asking price.  
Motion: Jensen/Timmons to move forward with the sale of the 1996 Ford 350 truck at an initial price of \$1,000. Discussion: The committee directed Stefonek to bring any offers back to the committee.  
All Ayes; motion carried.
6. Jolin report she was approach by Peter Adams regarding the donation of salvaged bicycles to the Changing Gears Program for people in need. Jolin stated if approved she would not let him rummage through the metal pile and recommended posting a sign indicating "bikes here", then after put the unwanted bikes in the metal pile.  
Motion: Cushing/Jensen to allow the donation of bicycles at the Solid Waste site to the Changing Gears program. All ayes; motion carried.
7. Motion: Paszak/Timmons to approve the 2018 Solid Waste Budget as presented and forward onto the Administration Committee at the Budget Hearing. Discussion: Jensen stated Jolin would need to be present for the budget hearing to answer any questions. All aye; motion passed.

### **Highway Department**

#### **8. General Business:**

A. Motion: Jensen/Cushing to approve Highway Department vendor vouchers as presented. All ayes; motion approved.

#### **B. Out of County Travel:**

- Stefonek stated he would like to send Ted Lundt and Chet Miller to culvert training in Hayward noting Miller's experience with culverts and piping.

Motion: Cushing/Holewinski to approve the out of country travel per 8B of agenda. All ayes; motion passed.

9. Stefonek reported the error indicating the speed limit change from 55 mph to 35 mph in the previous ordinance amendment was corrected to 45 mph to 35 mph and the speed study's recommendation to move signs has been completed.

Motion: Timmons/Paszak to approve the resolution as presented and forward on to the county board for their approval as a consent agenda item.

10. Stefonek reported they would like to transfer \$50,000 to the General Maintenance Account from the Fuel Account since the Fuel balance was high and General Maintenance was getting low. Stefonek noted he discussed this with the finance director and with her blessing is requesting a line item transfer from the Machine Fuel Account. Holewinski requested clarification of the starting figures. Cooper explained the figures are based on estimates noting the figures could change with a bad winter. Holewinski stated they could transfer the money later if needed rather than in anticipation. Jensen/Cushing to postpone item 10 until a later meeting date. All ayes; motion passed.

11. Stefonek compared Oneida County to the other counties in the region reporting in 2015 they left 15 % of the RMA money on the table, 2016 – 11%, and as of July of 2017 they were at 2% adding Nick Voss stated he would like to see them overspend by 1%. Stefonek reported as of August, the 2017 remaining budget is \$557,000, compared to \$689,000 in 2016, and \$656,000 in 2015. Holewinski commented he would have rather had the information before the meeting rather than being presented with the figures at the time of the meeting. Stefonek explained he wanted to present the committee with the bottom line figures for sake of comparison to previous years. Stefonek added Nick Voss explained not to worry about individual accounts but spend the budgeted total. Stefonek commented that for the good weather remaining, it was his goal to put as many employees as possible on the state citing a list of potential projects. Holewinski requested another report for October focusing on Oneida County only.

12. Holewinski/Cushing to approve the 2018 Traffic Safety Commission Budget as presented. All ayes; motion passed.

13. Stefonek reported he knew the budget was to be to the committee two weeks ahead of time but Jeri Cooper and Darcy Smith were still adjusting the budget the night before at 4:30 p.m. noting the department has the most complicated budget in the county. Jensen noted similar problems with the budget the previous year noting he shared the other committee member's frustration in terms of the timing. Stefonek stated it was his understanding the committee could approve the budget for the deadline the following day but still make changes for a week or two if necessary. Cooper confirmed the \$450,000 CIP was included adding the finance director told her to include it so the figures were the same as the previous year. Jensen stated the CIP committee approved \$450,000 for the previous two years with the understanding \$200,000 is coming from the levy and \$250,000 from the General Fund, however, if the amount from the levy is reduced that portion would then come from the General Fund. Holewinski questioned the amount of funding for bridge aid.

Motion: Jensen/Paszak to approve the 2018 Highway Department Budget as presented and forward onto the Administration Committee for Budget Hearing review. Discussion: Jensen stated this is with the understanding the budget will be brought back to the committee after review by the committee members. All ayes; motion passed.

14. Stefonek reported the person responsible for support of the cost accounting software passed away and there is no one to continue to provide support for his software. Stefonek commented the ITS Director, Jack Flint, believes ITS can help produce the necessary reports for 2017 although they have not done so before. Cooper stated there are 47 other counties using CHEMS PRO and Vilas County will be as of January. Stefonek reported he put out a survey to other counties and received very good feedback, adding there is no cost to incorporate CHEMS PRO. Flint stated according to the CHEMS IT person, they have interfaced with JD Edwards before and even though it may not be the same if you have done it for one you can do it for another. Flint stated he felt they could have it up and running with a clean cut by January 1<sup>st</sup>. Flint added next year they will be looking at an AS400 replacement strategy, and since CHEMS works and is well liked, Flint recommended they should move forward now noting the next opportunity would be January 2019. Jensen asked IT to work with Finance to explore additional hardware costs, an integration software-training plan and the budgetary impact. Cushing added it made sense to begin on January 1 rather than having things mixed together. Jensen stated because this will likely be approved he directed Stefonek to proceed as if approved. Stefonek reported there is a 2-day class paid for by the DOT that will be on the next agenda. Timmons stated he would like to preauthorize out of county travel for training.
15. Jensen stated since changing the hourly employees to 2080 hours per year there have been some question to consider raising the salaried positions from 1950 hours. Holewinski stated salary is to get the job done and the salary was not reduced when the hours were reduced from 40 hours/week to 37.5 hours/week. Stefonek stated he did not get a fiscal impact for the meeting. Stefonek commented finance director stated she could not understand how management can work less hours than the employees can. Stefonek explained they were not working less hours, just not being paid for it. He add he discussed the matter with LRES and Lisa Charbarneau agreed. Stefonek reported :
- Chris Frank was hired at 37.5 hours/week.
  - Ted Lundt started his position in 2012 at 37.5 hours but was told by the previous commissioner in 2013 he would be moved to 40 hours in 2013 noting he works 11 to 12 hours a day Monday through Thursday .
  - Ben Rich was hired at 40 hours then lowered to 37.5 and not put back but works 45 hours plus per week.

Stefonek added they try to leave early on Thursdays if possible but the extra hours are not logged as comp time. Holewinski stated anything in the normal job description, such as being called out at night to check out a road, should not be included as comp time. Jensen stated compensation should be addressed through the evaluation process, by the committee on a case-by-case basis. Jensen commented it is the commissioner's job to figure it out within the pay schedule.

16. Cushing stated the safety plan was a general plan for the county and each department needs to develop a specific plan. Cushing commented Highway will be the number one priority to get the plan developed and forwarded to the county board for approval. Lisa Charbarneau and County Mutual will assist in developing a specific plan. Stefonek explained he had a start on the plan noting the development of a PPE list that has been placed in every truck. Cushing stated there should be a daily safety discussion. Jensen stated he did not want the employees feeling as though this is only the Chair's issue but all of the Superintendents are one-hundred percent sold on this adding he would WCHA to see if they can recognize counties that are leaders in safety. Stefonek stated this is a daily

thing and repetition will make this work. Jensen added Stefonek would have to hold the people accountable if this is not being done.

17. Commissioner's Report:

- CTH D has been widened, graveled, graded and will begin paving the following day
- Chip sealed 3,700 feet of a gravel road for the Town of Pelican at an estimate of \$25,000 coming in at \$23,000

18. Future meeting dates:

- September 27, 2017 @ 1:00 p.m.
- October 13, 2017 @ 8:00 a.m.

19. Future agenda items:

20. Public Comment: None

21. Motion: Cushing/Timmons to adjourn at 9:39 a.m. All ayes; motion passed.

  
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Committee Chairperson

  
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Committee Secretary